

Missouri Assessment Program (MAP) 2008 Appeals Process

The purpose of the MAP Appeals Process is to provide districts with an opportunity to challenge student MAP scores and investigate Level Not Determined (LND). The Appeals Process should be used *only* in the following cases: 1) if there is a *compelling reason* to believe a student's score should be higher (e.g., the MAP score is not consistent with overall classroom performance), and 2) if the administrator determines a student should not have received an LND.

CTB is responsible for conducting LND investigations, and processing MAP Score Appeal Requests. The Missouri Department of Elementary and Secondary Education (DESE) is responsible for data cleanup involving the movement of students from one school or district to another.

Two types of Appeals Requests

1. Appealing a student's MAP score
2. Investigating an LND

Either type of challenge to a student's MAP score requires a re-score of the student's test book.

Below are two tables with data from LND and MAP Score Appeal Requests from previous years.

Administration Year	Number of MAP LND Appeal Requests	Number Resulting in change from LND to MAP Scale Score	No Change to the LND Designation
2005	24	17	7
2006	53	1	52
2007	52	0	52

Administration Year	Number of MAP Score Appeal Requests	Achievement Level Changes Up	Achievement Level Changes Down	No Change in Achievement Level
2005	363	3	0	360
2006	139	4	0	135
2007	70	6	0	64

Causes of LND

1. A test is completed in ink. (Student work is scored electronically, and ink does not scan and cannot be scored.)
2. Student was absent.
3. A test is partially completed. In order to receive a MAP score, a valid attempt on any item of the MAP test is necessary. To receive a Terra Nova Score, a valid attempt on any five items or one correct response in the Terra Nova item group is necessary.

Cost of appealing a student's MAP score

1. The cost for processing an appeal to a student's MAP score is \$36.05 per student, per content area (Communication Arts, Mathematics, and/or Science). A purchase order will be required for each appeal.
2. If the student's performance level **does not** change, CTB/McGraw-Hill will send an invoice to the district. If the student's performance level **does** change, there is no charge to the district.

Cost of investigating LND

1. The cost of investigating an LND designation is \$24.72 per student per content area (Communication Arts, Mathematics, and/or Science). A purchase order will be required for each investigation of LND.
2. If it is verified that a student took the test in ink, the district will have the option to have the student's test re-scored for an additional charge of \$12.88 (for a total charge of \$37.60).

Procedures and timelines for appealing a student's MAP score and investigating LND

1. Appeals request(s) must be received by **DESE** from the district no later than **August 29, 2008** for **Communication Arts and Mathematics**, and no later than **September 26, 2008** for **Science**. Appeals will be processed in the order they are received. Appeals received after the deadline will not be processed.
2. The school district superintendent or designee must submit a written request describing the reason for appealing an Individual Student score or LND. The written request must include a compelling reason for the appeal and be submitted with the enclosed fax form. All the necessary information on the fax form should be filled out. Incomplete forms delay the processing of appeals.
3. Appeals requests need to be faxed to DESE and an original should be mailed :
 - Fax appeals requests to: (573) 526-0651 attention MAP Appeals.
 - Mail original to Accountability Data and Accreditation, P.O. Box 480, Jefferson City, Missouri 65102
4. CTB/McGraw-Hill will provide letters regarding the scoring results by **October 15, 2008** for **Communication Arts and Mathematics** and by **October 31, 2008** for **Science**. For requests to re-score LND cases, these letters will confirm the completion of the score verification process and indicate whether the student achievement level changed or remained the same.
5. Updated Individual Student Reports will be sent in the event that a student's LND designation is reversed (i.e., test was taken in ink or test was unintentionally invalidated).
6. CTB/McGraw-Hill will submit a data file to DESE with any changes that might have occurred upon completion of the appeals process. DESE will update summary scores via crystal reports.